

INTERNAL TITLE 5		VACANCY ANNOUNCEMENT			
Announcement Number:	2004-168	Opening Date:	October 7, 2004	Closing Date:	October 29, 2004
Position/Position Number:	HOUSEKEEPING AID WG-3566-1 (Target 2) #1014A OR WG-3566-2 #958A	Organizational Location:	FACILITIES MANAGEMENT SVC Waco ICF		
Salary Range:	WG-1: \$7.80 - \$9.10 PER HOUR WG-2: \$8.85 - \$10.31 PER HOUR	Area of Consideration:	Current permanent and VCS employees.		
Duties and Responsibilities:					
Hours of Duty: Job will involve rotating shifts, rotating days off, and incumbent can be assigned to any approved tour of duty for Facilities Management Service. Incumbent is responsible for all cleaning in a hospital unit or related area. Daily duties consist of trash collection, sweeping, mopping, dusting, and bathroom cleaning. Must be able to clean bathrooms, mirrors, tubs, showers, urinals, lavatories, and drinking fountains with germicidal detergents and other cleansers as necessary. Must keep supply closet stocked with necessary supplies needed by obtaining such items from stockroom. Must vacuum, buff floors, resurface floors, shampoo carpet/upholstery, clean baseboards, clean walls, and other items and/or areas that require cleaning.					
Physical Effort: Work requires continuous standing, bending, stooping, climbing, and reaching. Incumbent operates heavy powered equipment. Regularly lifts and empties trash receptacles. Lifts and carries bags of soiled linen and mop buckets filled with water and other items which weigh up to 50 pounds.					
Working Conditions: Will be exposed to strong chemical cleaners and subject to skin irritation. May be exposed to patients with contagious diseases and contaminated material during trash removal. Occasionally performs duties utilizing ladders.					
DUTIES AT THE WG-1 LEVEL WILL BE PROGRESSIVE IN DEVELOPMENT TOWARD THE TARGETED GRADE LEVEL OF WG-2.					
Qualification Requirements:					
Qualifications are derived from Office of Personnel Management (OPM) Handbook X-118 or X-118C, available in Human Resources Management Service (HRMS). Applicants must have sufficient training and experience to be trusted to perform duties on own initiative under general supervision. Selectee must successfully pass a pre-employment physical.					
Rating and Ranking:					
Qualified candidates will be rated and ranked on the following knowledge, skills, and abilities: Element 87: Reliability and dependability as a housekeeping aid (screen-out element). Element 18: Ability to handle weights and loads. Element 22: Work practices (knowledge of standard cleaning techniques, application of germicidals, and cleansers). Element 75A: Ability to follow oral and written directions. Element 86: Dexterity and safety.					
How to apply:					
Permanent employees who wish to be considered for this position must obtain necessary forms through the internet address: http://www.texvet.com/HRMS/forms.htm . VA Form 5-4078 must be received in HRMS, Temple, by close of business on closing date of announcement. VA Forms 5-4676A and 5-4667B must be received within 7 calendar days after the closing date of this announcement. Additional consideration for this position may be extended to include reinstatement, transfer, handicapped or VEOA eligibles. Please refer questions to Lili A. Sims, Human Resources Specialist, extension 40048. It is the responsibility of each employee to assure that his/her Official Personnel File (OPF) is current and shows ALL work experience and credentials prior to the closing date of the announcement. APPLICANTS MUST INDICATE ON VA FORM 5-4078 THE GRADE LEVEL(S) FOR WHICH THEY WISH CONSIDERATION.					
THIS IS A BARGAINING UNIT POSITION.					
If patient needs arise, the incumbent of the above position may be reassigned within the Central Texas Veterans Health Care System.					
This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the specialist listed above. The decision on granting reasonable accommodation will be on a case-by-case basis.					
CTVHCS is a smoke-free environment.					
EQUAL EMPLOYMENT OPPORTUNITY: Actions to fill this position will not be based on discriminatory factors which are prohibited by law.					